

**General Government
and Support Services**

**GENERAL REVENUE AND TRANSFERS
Budget Unit 100**

Lawrence G. Lees

County Administrative Officer

PROGRAM DESCRIPTION

The General Revenue and Transfers budget reflects the revenue of the County's General Fund which finances the net cost of all general fund departments. Revenues are derived from property taxes, sales tax, property taxes in lieu of motor vehicle license fees, interest, and various unrestricted Federal and State subventions. Financial activities associated with operating departments are not shown in this budget. However, this budget unit does reflect the General Fund subsidies (transfers-out), required matching funds, and appropriations provided to other operating funds, such as Social Services, Mental Health, Public Safety, and the Library.

SUMMARY OF RECOMMENDATIONS

As requested this budget will fund the general fund departments and the subsidies provided to operating departments not in the general fund as described above. The amounts of subsidies are generally similar to the prior year with a few exceptions.

The County's ADA Plan contains a number of projects to be completed over a twenty year period that will bring the County's facilities into compliance with the Americans with Disabilities Act. In 2005-06 \$500,000 was budgeted but due to workload issues only \$250,000 in projects are expected to be completed this year. It is recommended that this amount be increased to \$750,000 for 2006-07 only to maintain the County's commitment to addressing ADA issues. The Department of Public Works has taken steps to engage outside specialists to do preliminary design for these projects that should accelerate the delivery of these projects. It is expected that this amount would be reduced to \$500,000 per year in future years.

The amount budgeted for General Reserves has been increased by \$4.5 Million to meet unforeseen contingencies and commitments. Assuming adoption of this recommendation General Reserves would total approximately \$8M at the end of 2006-07. At this time this amount should be considered a placeholder pending completion of the Ten Year Financial Outlook. Final decisions regarding this transfer should be deferred until that decision can be viewed in the context of the Ten Year Financial Outlook.

It is recommended that \$10 Million be transferred to the Accumulated Capital Outlay Fund to be utilized to address countywide infrastructure needs. The listing on infrastructure needs includes, but is not limited to, a replacement Public Safety Building, a replacement Animal Control facility and a building to consolidate Social Service operations. At this time this amount should be considered a placeholder pending completion of the Ten Year Financial Outlook. Final decisions regarding this transfer should be deferred until that decision can be viewed in the context of the Ten Year Financial Outlook.

Proposition 1A passed several years ago created a new revenue stream to replace the Vehicle License Fees entitled Property Taxes in Lieu of Vehicle License Fees. Due to the mechanics of this legislation the revenue from this source is projected to increase \$2.8M over 2005-06. Other major revenue streams are budgeted at about the same level as expected to be realized for 2005-06.

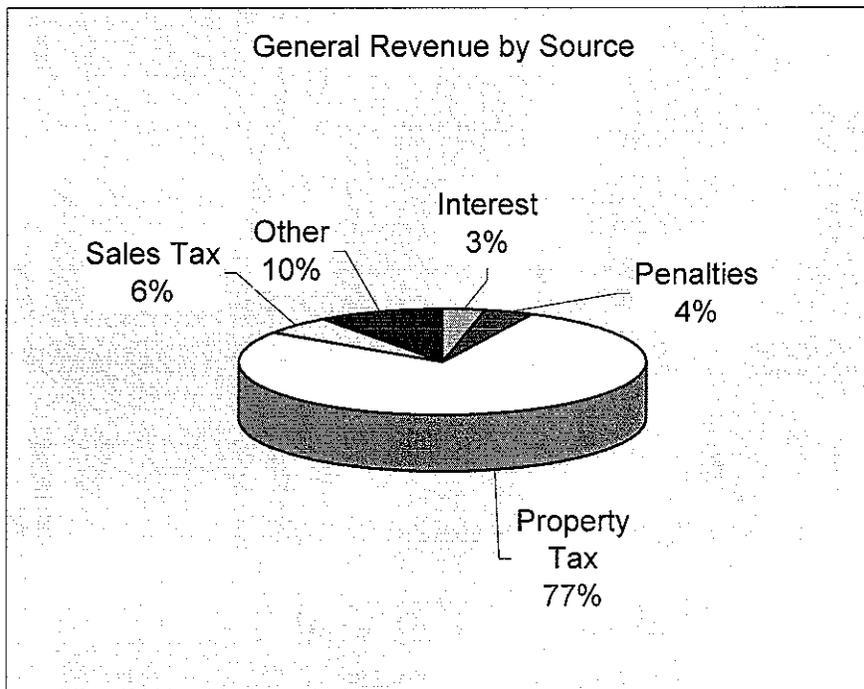
Included in this budget are total recommended appropriations of \$46,188,425 that reflect the County's share of support for non-General Fund operations in the amount of \$45,438,425. In addition, there are general county appropriations of \$750,000 for ADA Barrier Removal projects.

As is illustrated in the following table, a significant share of funding for the various special funds is transferred as a subsidy from the County's General Purpose Revenue budget unit to the individual service departments. The largest contribution of General fund dollars (\$20,173,176) is to the Public Safety group consisting of Sheriff operations, the District Attorney, and Probation. The second largest contribution is to Social Services programs in the amount of \$5,835,059 million.

Fund Allocation	Amount
Public Safety	\$20,173,176
Social Services	5,835,059
County Fire	2,181,762
Resource Management	735,523
Transfer to Reserves	15,000,000
Library	1,042,667
Mental Health	288,822
Public Health	53,042
Capital Projects	78,757
Information Technology	49,067
Total	\$45,438,425

The following graph illustrates revenue by source type dedicated to the General Purpose Revenue budget unit. The graph shows that 77 percent (\$35.3 million) of general purpose revenue is derived from taxes; 6 percent (\$2.6 million) from sales tax; 4 percent (\$1.8 million) from property tax penalties; 3 percent (\$1.5 million) from interest earned; and 10 percent (\$4.6 million) from other government sources that include: transient occupancy tax, \$800,000; documentary transfer tax, \$1 Million; and other miscellaneous items.

Absent this year for the second year in a row is revenue from Vehicle License Fees. Effective with the implementation of Proposition 1A the County now receives Property Taxes in Lieu of Vehicle License Fees. This represents the largest single revenue source available to the County (16.5 million).



The County will continue to explore ways to enhance revenue and leverage existing resources to best accommodate the needs and desires of its constituents.

PENDING ISSUES AND POLICY CONSIDERATIONS

As of the preparation of this narrative, the State of California seems to be on track to adopt the 2006-07 state budget on time. We are not aware of any significant revenue reductions that may hit Shasta County this year.

Rising health insurance costs, workers compensation and PERS retirement costs, un-funded SB-90 claims to the State, Court Facilities transfer negotiations with the State Administrative Office of the Courts, and Fleet Management replacement fund costs are some of the concerns remaining for the County in the future.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The department head concurs with this budget pending final State budget action.

FINAL BOARD ACTION

Adopted as presented in the Proposed Budget and as amended in the Supplemental Budget. Increases in Transfers from this budget in the amount of \$1,836,194 were approved as part of the Supplemental Budget. These changes are more fully discussed within each budget unit.

The approved changes are as follows:

Land, Buildings and Improvements (BU 166)	\$20,000
District Attorney (BU 226)	347,244
Sheriff (BU 235)	742,275
Boating Safety (BU 236)	17,068
Detention Annex (BU 246)	10,654
Jail (BU 260)	188,340
Burney Substation (BU 261)	77,018
Juvenile Hall (BU 262)	(107,187)
Probation (BU263)	43,573
Crystal Creek Boys Camp (BU 264)	63,614
Coroner (BU 287)	11,920
Library (BU 610)	421,675
Total Increase in Transfers from General Revenues	\$1,836,194

COUNTY OF SHASTA SCHEDULE 9

REVENUES AND EXPENDITURES
 STATE OF CALIFORNIA
 BUDGET UNIT FINANCING SUMMARY
 BUDGET FOR THE FISCAL YEAR 2006 - 2007

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2004-05	ACTUAL BUDGET 2005-06	ACTUAL EXP/REV 2005-06	BUDGET REQUESTS 2006-07	CAO RECOMMENDS 2006-07	ADOPTED BY THE B O S 2006-07
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UNIT TITLE: 100 NON-PROG REV/TRANS OUT						
FUNCTION: GENERAL						
ACTIVITY: OTHER GENERAL						
FUND:0060 GENERAL						
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SERVICES AND SUPPLIES	-702	500000	135,249	750,000	750,000	750,000
OTHER CHARGES	1307942	500832	92,653	0	0	0
OTHER FINANCING USES	28395440	31423048	31,403,251	45,134,516	47,274,619	47,274,619
TOTAL EXPENDITURES*****	\$29702680	\$32423880	\$31,631,153	\$45,884,516	\$48,024,619	\$48,024,619
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TAXES	31775634	29399066	38,053,740	39,697,276	39,697,276	39,697,276
LICENSES, PERMITS & FRANCHISES	674959	600000	563,950	600,000	600,000	600,000
FINES, FORFEITURES & PENALTIES	2238468	1426000	1,689,068	1,773,000	1,773,000	1,773,000
REVENUE FROM MONEY & PROPERTY	942768	411700	2,002,799	1,511,700	1,511,700	1,511,700
INTERGOVERNMENTAL REVENUES	2982555	5387000	5,367,347	1,764,000	1,764,000	1,764,000
CHARGES FOR SERVICES	256513	177000	350,860	402,000	402,000	402,000
MISCELLANEOUS REVENUES	21995	20000	5,744	10,000	10,000	10,000
OTHR FINANCING SOURCES TRAN IN	1358	0	0	0	0	0
OTHER FINANCING SRCS SALE F/A	60748	305000	299,546	0	0	0
TOTAL REVENUES*****	\$38954997	\$37725766	\$48,333,053	\$45,757,976	\$45,757,976	\$45,757,976
NON-PROG REV/TRANS OUT EXP OVER (UNDER) REV	\$-9252317	\$-5301886	\$-16,701,900	\$126,540	\$2,266,643	\$2,266,643
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**BOARD OF SUPERVISORS
Budget Unit 101**

Patricia A. Clarke

Chair, Board of Supervisors

PROGRAM DESCRIPTION

Government Code Section 25000 provides that each county in the State shall have a Board of Supervisors that is the legal body responsible for governing that county. The Board of Supervisors exercises the legislative and administrative authority of the County. In general law counties, such as Shasta, the Board consists of five members, elected on a district basis for staggered four-year terms. The Board of Supervisors is responsible for setting County policy, approving an annual budget, and administering selected dependent special districts.

BUDGET REQUESTS

The FY 2006-07 requested budget provides for the continuation of Board operations at a status quo level. Appropriations include salaries and benefits and related operational expenses for the five Board members. The net county cost associated with this budget unit has decreased by \$10,000 due to A-87 central services cost decreases and a reduction in the amount to be charged by Information Technology. These charges have decreased because no new computers are requested in this budget; as these machines age they will be proposed for replacement.

Board memberships requested for FY 2006-07 total \$33,000 and include the following organizations: Regional Council of Rural Counties, Northern California Supervisors' Association, California State Association of Counties, and the National Association of Counties. Membership and participation in these organizations is essential to the mission of the Board.

The County's membership in CSAC is mandatory in order to allow participation in the Excess Insurance Authority (EIA); therefore, the membership cost is split one-half in the Risk Management budget and one-half in the Board's budget. In addition, CSAC provides Supervisors the opportunity to interact with CSAC staff in Sacramento as well as a network of supervisors throughout the State.

SUMMARY OF RECOMMENDATIONS

The CAO Recommended Budget is as requested by the Board Chairman.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The department head concurs with this budget as recommended.

FINAL BOARD ACTION

Adopted as presented in the Proposed Budget.

COUNTY OF SHASTA SCHEDULE 9

REVENUES AND EXPENDITURES
 STATE OF CALIFORNIA
 BUDGET UNIT FINANCING SUMMARY
 BUDGET FOR THE FISCAL YEAR 2006 - 2007

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2004-05	ACTUAL BUDGET 2005-06	ACTUAL EXP/REV 2005-06	BUDGET REQUESTS 2006-07	CAO RECOMMENDS 2006-07	ADOPTED BY THE B O S 2006-07
=====	=====	=====	=====	=====	=====	=====
UNIT TITLE: 101 BOARD OF SUPERVISORS						
FUNCTION: GENERAL						
ACTIVITY: LEGISLATIVE & ADMINISTRATIVE						
FUND:0060 GENERAL						
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SALARIES AND BENEFITS	374293	397217	392,114	403,153	403,153	403,153
SERVICES AND SUPPLIES	105775	105204	68,012	92,296	92,296	92,296
OTHER CHARGES	-22305	88247	88,247	85,543	85,543	85,543
TOTAL EXPENDITURES*****	\$457763	\$590668	\$548,373	\$580,992	\$580,992	\$580,992
MISCELLANEOUS REVENUES	0	0	100	0	0	0
TOTAL REVENUES*****	\$0	\$0	\$100	\$0	\$0	\$0
BOARD OF SUPERVISORS EXP OVER (UNDER) REV	\$457763	\$590668	\$548,273	\$580,992	\$580,992	\$580,992
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**COUNTY ADMINISTRATIVE OFFICE
Budget Unit 102**

Lawrence G. Lees

County Administrative Officer

PROGRAM DESCRIPTION

The County Administrative Office is responsible for the operation and administration of County offices, departments, and special districts under the jurisdiction of the Board of Supervisors. The County Administrative Officer implements policy directives, and assists and advises on matters of County budget, finance and operations. The County Administrative Office directs and conducts reviews of County management and governmental practices, and recommends changes to the Board as deemed necessary to ensure efficiency and economy in the administration of County government.

In addition, the County Administrative Officer is directly charged with overseeing certain central administrative functions, including: administrative support services, such as purchasing, personnel, and risk management; operational support services, including fleet management, facilities' management, and information systems; coordinating independent audit contract activities; and reviewing agenda items prepared by the operating departments for administrative completeness and conformance to policy and budget.

BUDGET REQUESTS

Budget requests are for the same staffing and service levels implemented in 2005-06. Overall the Net County Cost for this budget is \$151,677 less than the 2005-06 Final Budget. This is primarily due to an increase in A-87 Revenue of \$123,777. Administrative Fee revenue associated with Indian Gaming Revenue granted by the Local Community Benefit Committee is expected to increase by \$10,000. Overall Salaries and Benefits costs decreased by \$28,000. Although there is an increase in these costs per employee the 2005-06 budget included an additional position that was not filled and is not requested this year.

SUMMARY OF RECOMMENDATIONS

The CAO recommended budget is as requested by the department head.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The department head concurs with the CAO recommended budget.

FINAL BOARD ACTION

Adopted as presented in the Proposed Budget

COUNTY OF SHASTA SCHEDULE 9

REVENUES AND EXPENDITURES
 STATE OF CALIFORNIA
 BUDGET UNIT FINANCING SUMMARY
 BUDGET FOR THE FISCAL YEAR 2006 - 2007

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2004-05	ACTUAL BUDGET 2005-06	ACTUAL EXP/REV 2005-06	BUDGET REQUESTS 2006-07	CAO RECOMMENDS 2006-07	ADOPTED BY THE B O S 2006-07
=====	=====	=====	=====	=====	=====	=====
UNIT TITLE: 102 COUNTY ADMINISTRATIVE OFFICE						
FUNCTION: GENERAL						
ACTIVITY: LEGISLATIVE & ADMINISTRATIVE						
FUND:0060 GENERAL						
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SALARIES AND BENEFITS	718039	875681	875,681	901,251	901,251	901,251
SERVICES AND SUPPLIES	122877	166969	155,038	179,896	179,896	179,896
INTRAFUND TRANSFERS	-781698	-964652	-964,652	-1,069,292	-1,069,292	-1,069,292
APPROP FOR CONTINGENCY	0	83873	0	23,820	23,820	23,820
TOTAL EXPENDITURES*****	\$59218	\$161871	\$66,067	\$35,675	\$35,675	\$35,675
INTERGOVERNMENTAL REVENUES	9514	9514	15,876	15,858	15,858	15,858
MISCELLANEOUS REVENUES	50962	65069	65,105	84,206	84,206	84,206
OTHER FINANCING SRCS SALE F/A	64	0	0	0	0	0
TOTAL REVENUES*****	\$60540	\$74583	\$80,981	\$100,064	\$100,064	\$100,064
COUNTY ADMINISTRATIVE OFFICE EXP OVER (UNDER) REV	\$-1322	\$87288	\$-14,913	\$-64,389	\$-64,389	\$-64,389
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**CLERK OF THE BOARD
Budget Unit 103**

Lawrence G. Lees

Clerk of the Board

PROGRAM DESCRIPTION

The Clerk of the Board, a division of the County Administrative Office (CAO), is responsible for the preparation of the Board's weekly agendas, communication of actions taken by the Board, preparation of minutes, and legal advertising.

The Clerk has contact with County departments that prepare items for consideration by the Board of Supervisors during regular and special meetings. In addition, the Clerk provides copies of records to the public, performs research of archival records, and provides verbatim transcripts of meetings upon request and payment of a fee.

Other functions of the Clerk include maintaining the Roster of Public Agencies, the County Code and a record of County committees, commissions, and boards. The Clerk of the Board is the filing officer for Conflict of Interest Code forms, notices of determination, and Fish and Game environmental filing fees. The Clerk of the Board serves as the clerk of the Assessment Appeals Board, the Air Pollution Control Board, Employee Appeals Board, Mayors' City Selection Committee, and Nuisance Abatement Hearings.

BUDGET REQUESTS

Overall this budget unit reflects a \$31,000 lower Net County Cost than 2005-06 due to a reduction in A-87 charges of \$66,000. The requested budget reflects Salaries and Benefits increases of \$25,000 representing normal step increases and increases in employee benefit costs. Services and Supplies cost increases of \$18,000 are due to higher facilities and Information Technology (IT) costs. The higher IT costs are due to implementing an electronic document storage and retrieval system approved in 2005-06. Various revenues are budgeted at \$6,000 higher than 2005-06 to reflect actual activity.

SUMMARY OF RECOMMENDATIONS

The CAO recommended budget is as requested by the department head.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The department head concurs with this budget as recommended.

FINAL BOARD ACTION

Adopted as presented in the Proposed Budget.

COUNTY OF SHASTA SCHEDULE 9

REVENUES AND EXPENDITURES
 STATE OF CALIFORNIA
 BUDGET UNIT FINANCING SUMMARY
 BUDGET FOR THE FISCAL YEAR 2006 - 2007

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2004-05	ACTUAL BUDGET 2005-06	ACTUAL EXP/REV 2005-06	BUDGET REQUESTS 2006-07	CAO RECOMMENDS 2006-07	ADOPTED BY THE B O S 2006-07
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UNIT TITLE: 103 CLERK OF THE BOARD						
FUNCTION: GENERAL						
ACTIVITY: LEGISLATIVE & ADMINISTRATIVE						
FUND:0060 GENERAL						
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SALARIES AND BENEFITS	201383	263255	263,255	281,249	281,249	281,249
SERVICES AND SUPPLIES	47026	67067	62,821	85,069	85,069	85,069
OTHER CHARGES	8860	119744	119,744	53,714	53,714	53,714
INTRAFUND TRANSFERS	-300	0	-591	0	0	0
APPROP FOR CONTINGENCY	0	0	0	6,705	6,705	6,705
TOTAL EXPENDITURES*****	\$256969	\$450066	\$445,228	\$426,737	\$426,737	\$426,737
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INTERGOVERNMENTAL REVENUES	6021	0	6,107	0	0	0
CHARGES FOR SERVICES	10523	8550	12,957	14,800	14,800	14,800
MISCELLANEOUS REVENUES	620	200	0	1,500	1,500	1,500
TOTAL REVENUES*****	\$17164	\$8750	\$19,064	\$16,300	\$16,300	\$16,300
CLERK OF THE BOARD EXP OVER (UNDER) REV	\$239805	\$441316	\$426,164	\$410,437	\$410,437	\$410,437
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**AUDITOR-CONTROLLER
Budget Unit 110**

Rick Graham

Auditor - Controller

PROGRAM DESCRIPTION

The Auditor-Controller serves as the Chief Financial Officer for the County. This position also acts as ex officio Auditor and/or Controller for various schools, special districts, and county joint powers agencies. The Auditor-Controller's Office draws funds from and deposits funds to the County Treasury; prepares County and some special district payroll, and provides accounting supervision over all County departments, agencies and special districts maintaining funds with the County Treasury. The Auditor-Controller's office also tabulates the County budget, accounts for property taxes and special assessments, apportions collections, and prepares financial reports and audits.

BUDGET REQUESTS

The FY 2006-07 budget request for the Auditor-Controller maintains the same number of positions as in FY 2005-06. Salary and benefit costs associated with retirement, health insurance and workers compensation continue to rise. A previously unfilled data entry position is projected to be filled this year to accommodate workload associated with migration to updated financial management software.

The total net cost requested for next year's operations is \$1.4 million, \$976,412 higher than the General Fund support for FY 2005-06. The increase is largely due to one-time costs associated with the financial management system upgrade and to increased salary and benefit costs, higher costs for services and supplies and a projected reduction in A-87 cost reimbursement.

SUMMARY OF RECOMMENDATIONS

The only change to the requested budget is technical in nature.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The department head concurs with this budget as recommended.

FINAL BOARD ACTION

Adopted as presented in the Proposed Budget.

COUNTY OF SHASTA SCHEDULE 9

REVENUES AND EXPENDITURES
 STATE OF CALIFORNIA
 BUDGET UNIT FINANCING SUMMARY
 BUDGET FOR THE FISCAL YEAR 2006 - 2007

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2004-05	ACTUAL BUDGET 2005-06	ACTUAL EXP/REV 2005-06	BUDGET REQUESTS 2006-07	CAO RECOMMENDS 2006-07	ADOPTED BY THE B O S 2006-07
=====	=====	=====	=====	=====	=====	=====
UNIT TITLE: 110 AUDITOR CONTROLLER						
FUNCTION: GENERAL						
ACTIVITY: FINANCE						
FUND:0060 GENERAL						
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SALARIES AND BENEFITS	1336434	1543189	1,500,203	1,641,517	1,641,517	1,641,517
SERVICES AND SUPPLIES	633124	1264844	703,988	1,554,574	1,551,074	1,551,074
INTRAFUND TRANSFERS	-1270752	-1719969	-1,719,969	-1,597,151	-1,597,151	-1,597,151
APPROP FOR CONTINGENCY	0	9025	0	34,209	34,209	34,209
OTHER FINANCING USES	0	74306	72,150	0	0	0
TOTAL EXPENDITURES*****	\$698806	\$1171395	\$556,372	\$1,633,149	\$1,629,649	\$1,629,649
INTERGOVERNMENTAL REVENUES	13762	0	12,638	0	0	0
CHARGES FOR SERVICES	150282	109025	101,597	127,075	127,075	127,075
MISCELLANEOUS REVENUES	190478	168178	163,099	95,547	95,547	95,547
TOTAL REVENUES*****	\$354522	\$277203	\$277,334	\$222,622	\$222,622	\$222,622
AUDITOR CONTROLLER EXP OVER (UNDER) REV	\$344284	\$894192	\$279,038	\$1,410,527	\$1,407,027	\$1,407,027
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TREASURER-TAX COLLECTOR
Budget Unit 111

Lori J. Scott

Treasurer/Tax Collector/Public Administrator

PROGRAM DESCRIPTION

The Tax Collector collects property and other tax revenue for county and city governments, school districts, and various special districts. The Treasurer receives and safeguards the moneys belonging to the County and other agencies using the treasury. The Treasurer also manages the County's investment program to ensure maximum interest income and adequate cash flow.

BUDGET REQUESTS

The FY 2006-07 budget includes a request for \$137,518 in additional General Fund support to continue operations at the same level as the previous year. Salaries and benefits are projected at the same level as the current year, largely through salary savings anticipated by the retirement of a long term employee. Personnel cost savings are offset by increases in Services and Supplies, a portion of which are related to the department's biennial tax sale for parcels in defaulted status and to expenses that had previously been paid for by the Assessor's office from Property Tax Administration Program funds. A-87 cost reimbursement is projected at approximately \$50,000 less than the current fiscal year and Charges for Services revenues are projected to be lower than the current year by a similar amount.

SUMMARY OF RECOMMENDATIONS

The CAO recommended budget is as requested by the department head.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The department head concurs with this budget as recommended.

FINAL BOARD ACTION

Adopted as presented in the Proposed Budget.